

# Library and Board of Trustees

## **Purpose:**

The Library and Library Board of Trustees were established at a Town Meeting on November 15, 1941. In 1999 Voluntown Public Library opened in a town owned building at the location of 107 Main Street. The purpose of this section is to establish the Library and the Library Board of Trustees per Connecticut General Statutes, Chapter 190, to the extent applicable.

## **Library Facilities:**

The town owned building on 107 Main Street is recognized as the Voluntown Public Library (the “Library”) to be used as a free public library. It will be owned and operated by the Town, with such suitable rooms as may be necessary for such library. The Library shall be under the management of the Library Board of Trustees.

## **Library Board of Trustees, membership, terms, vacancies:**

1. There shall be a Library Board of Trustees (the “Board”) consisting of six elected trustees who shall serve without compensation.
2. Said trustees shall be elected in the manner provided in Connecticut General Statutes 9-207. Two trustees will be elected every municipal election for six-year terms.
3. The Board shall elect from its membership: one Chairperson, one Vice-Chairperson, one Secretary, and one Treasurer,
4. Any vacancy due to removal, resignation, or death of a Board member shall be filled by the Board of Selectmen. The appointment will serve the remainder of the unexpired term.

## **Library Board of Trustees, duties, powers:**

1. The Board shall make bylaws for its government, prescribe, and enforce relations for the use of the Library and determine the duties of Library employees.
2. The Board, in consultation with the Library Director, shall be responsible for the Library’s finances, purchasing, and budgeting, and the maintenance of the exterior, interior and contents of the building.
3. The Board shall have the power to accept, hold and manage gifts and bequests.

## **Library Employees:**

1. The Library Director is hired by the Board of Selectmen, after consultation with and upon the recommendation of the Board. The Board will confirm either the appointment or termination of the Library Director.
2. The Library Director shall report to the Board through its Chairperson or his/her designee. The Board will provide guidance to the Library Director in dealing with policy issues, finances, and personnel.
3. Additional library staff may be hired by the Board of Selectmen at the recommendation of the Library Director.

4. All library staff are Town employees. Town of Voluntown Employee Handbook and all other Town policies shall govern all full-time and part-time library staff, while the library policy and procedures govern the conduct and operations of the Library.